



METROPOLITAN POLICE DEPARTMENT
of Nashville and Davidson County

David Briley, Mayor

Steve Anderson
Chief of Police

PUBLIC RECORD REQUEST RESPONSE FORM

Metro Nashville Police Department / Central Records

Governmental Entity Name and Address: 811 Anderson Lane, Suite 100, Madison, TN 37115

Date: 5/16/2019 RE: Jane Doe

Requestor's Name and Contact Information: Kent Hoover

In response to your records request received on 5/16/2019 our office is taking the action(s) indicated below:
[Date Request Received]

- ☐ The public record(s) responsive to your request will be made available for inspection:
Location: _____
Date & Time: _____
- ☐ Copies of public record(s) responsive to your request are:
☐ Attached;
☐ Available for pickup at the following location: _____; or
☐ Being delivered via: ☐ USPS First-Class Mail ☐ Electronically ☐ Other: _____.
- ☒ Your request is denied on the following grounds:
☒ Your request was not sufficiently detailed to enable identification of the specific requested record(s). You need to provide additional information to identify the requested record(s).
☐ No such record(s) exists or this office does not maintain record(s) responsive to your request.
☐ No proof of Tennessee citizenship was presented with your request. Your request will be reconsidered upon presentation of an adequate form of identification.
☐ You are not a Tennessee citizen.
☐ You have not paid the estimated copying/production fees.
☐ The following state, federal, or other applicable law prohibits disclosure of the requested records: no records found with information provided.
- ☐ It is not practicable for the records you requested to be made promptly available for inspection and/or copying because:
☐ It has not yet been determined that records responsive to your request exist; or
☐ The office is still in the process of retrieving, reviewing, and/or redacting the requested records.

The time reasonably necessary to produce the record(s) or information and/or to make a determination of a proper response to your request is: _____.

If you have any additional questions regarding your record request, please contact Public Records Request Coordinator.

Sincerely,

Central Records, 615-862-7631

145221

